

AGENDA



Recommendation for Council Action

AUSTIN CITY COUNCIL

Regular Meeting: October 18, 2018

Item Number: **031**

Purchasing Office

Authorize negotiation and execution of a multi-term contract with Morris & McDaniel, Inc., to provide the Austin Fire Department with promotional testing, for up to five years, for a total contract amount not to exceed \$875,000. (Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department	Purchasing Office.
Fiscal Note	Funding in the amount of \$175,000 is available in the Fiscal Year 2018-2019 Operating Budget of the Austin Fire Department. Funding for the remaining contract term is contingent upon available funding in future budgets.
Purchasing Language	The Purchasing Office issued a Request for Proposals (RFP) 5800 EAD3000 for these services. The solicitation issued on June 4, 2018 and it closed on June 26, 2018. Of the three offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City’s Financial Services website, Austin Finance Online. Link: Solicitation Documents <https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=125509> .
For More Information	Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov < mailto:AgendaOffice@austintexas.gov > NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation’s Authorized

	Contact Person: Erin D’Vincent, at 512-974-3070 or Erin.DVincent@austintexas.gov < mailto:Erin.DVincent@austintexas.gov >.
Council Committee, Boards and Commission Action	
Client Department(s)	Austin Fire Department; Human Resources Department.

Additional Backup Information:

The contract will provide promotional exams and assessment centers for Austin Fire Department (AFD) firefighters seeking promotional opportunities for the ranks of Fire Specialist, Fire Lieutenant, Fire Captain, Battalion Chief, and Division Chief.

Promotional exams for these ranks within AFD are governed in accordance with Chapter 143 of the Texas Local Government Code, the 2017 Collective Bargaining Agreement between the City and the Austin Firefighters Association, Local 975, and the City of Austin Firefighters', Police Officers' and Emergency Medical Services Personnel’s Civil Service Commission Rules.

This contract replaces the current contract which expires in April 2019; however, the contract requires replacement several months early since all funds authorized will be exhausted prior to contract expiration. The recommended contractor is the current provider of these services.

An evaluation team with expertise in this area evaluated the offers and scored Morris & McDaniel, Inc. as the best to provide these services based on program, applicable company and personnel experience, pricing, local presence, required documents, and service-disabled veteran business enterprise certification.

Contract Detail:

Contract Term	Length	Contract of Term Authorization
Initial Term	1 yr.	\$175,000
Optional Extension 1	1 yr.	\$175,000
Optional Extension 2	1 yr.	\$175,000
Optional Extension 3	1 yr.	\$175,000
Optional Extension 4	1 yr.	\$175,000
TOTAL	5 yrs.	\$875,000

Note:Contract Authorization amounts are based on the City's estimated annual usage.